



NATIONAL LAW UNIVERSITY ODISHA, CUTTACK

(Established by Odisha Act IV of 2008)

Kathajodi Campus, Sector 13, CDA, Cuttack-753015, Odisha

[Accredited by NAAC]

Advertisement for Program Assistant for MBA Health Care Management and Law Course

The National Law University Odisha (Cuttack) is inviting applications for the Post of Program Assistant for MBA Health Care Management and Law Course.

Position	No. of Posts	Remuneration	Location	Minimum Qualification	Nature of Appointment
Program Assistant	01	Rs. 50,000/- (per month)	National Law University Odisha, Cuttack	Essential: 1. Post Graduate in Management, Social Sciences, Commerce from any recognized university with 55% marks, 2. Proficiency in Odia, English and local dialect 3. Skilled in the usage of Computers Desirable: 4. Efficiency in MS Word, MS Excel and power point 5. Good communication skills interpersonal skills 6. Experience with email, SMS, and WhatsApp marketing tools 7. Ability to analyze data and prepare reports	Contractual – 6 months

The interested eligible candidates are requested to apply by sending their – 1) CV, 2) the duly filled in application and 3) a Bank Demand Draft of Rs. 300/- drawn from any scheduled bank in favour of 'Registrar, National Law University Odisha' payable at Cuttack, by post to the address 'National Law University Odisha, Kathajodi Campus, CDA Sector 13, Cuttack – 753015' by 6th November 2025 by 5.00 P.M. Other details about the project and other desirable skills are available at www.nluo.ac.in

Note:-

1. Other details of the posts and relevant information can be accessed from the Career section of the University website www.nluo.ac.in.
2. Only short-listed candidates will be called for Interview.

3. No TA/DA will be given for attending the Interview.
4. For any updates, please visit University website regularly, no separate communication will be made to the candidates.

Sd/-
Registrar